



***SHASTA-TEHAMA-TRINITY COMMUNITY COLLEGE DISTRICT
DISTRICT HEALTH & SAFETY COMMITTEE***

Meeting Notes

Friday, April 24th, 2026, Time: 9AM

CALL TO ORDER: Co-Chair Andrew Brown called the meeting to order at 9:00 a.m.

ATTENDANCE: Members/Guests Present

Andrew Brown
Craig Thompson
Amy Westlund
Joe Trompczynski

Phil Clark
Andrea Brown
Denise Axtell
Trinity Brooks

Members Absent

Elena Carmena
Keri Mathews
Jeff McCormick
Kody Turner
SCSS Representative

Craig Richie
Becky McCall
Sonia Fitzhugh
Equipment Technician
Hazardous Compliance Specialist

MEETING NOTES: Andy motioned to Approve. Craig T. motioned. Amy seconded. No corrections or comments were made.

I. NEW BUSINESS:

Transportation Fuel Station

The fuel station project remains in the design phase, awaiting information from fueling consultants. The plan is to remove all underground fuel and waste oil tanks, which will reduce contamination risk and improve insurance conditions.

Campus Walking Trail

A decomposed granite path is being constructed near the football concession and ticket booth area. This project, in coordination with Cal Fire North and the heavy equipment program, aims to improve pedestrian safety by moving foot traffic off the roadway. The path will eventually extend to the shade structures behind the fire training grounds. The path is estimated to be approximately a quarter mile in length.

Summer Construction Projects

The campus will have significant construction activity this summer, including:

- Fueling station project
- Quad renovation
- 100 Building demolition (bidding May 5; demolition begins June 22)

Construction fencing will be installed, and parking portions may be allocated to contractors. Coordination with Campus Safety is required to manage contractor parking and license plate registration.

Heat Awareness

With summer approaching, employees are encouraged to stay hydrated. Cold water is available for staff use.

II. OLD BUSINESS:

700 Building

Construction is wrapping up. Fencing and job trailers are being removed. IT has moved in, with cubicle installation ongoing. VPAS is scheduled to move next week. Final punch list is expected by the end of next week.

800 Building

Final punch walk is scheduled for next Tuesday. Construction fencing has been removed. Final cleaning, signage installation, and finishing work are underway.

Narcan Program

Narcan boxes have been received and will be installed. These include Narcan, fentanyl test strips, CPR masks, and educational materials. Supplies were obtained through the California Narcan Distribution Project at no cost, aside from shipping. The Health Office is mandated to provide Narcan and related resources per state law. A dedicated webpage is available for campus opioid education.

III. OCCUPATIONAL INJURY & ILLNESS INCIDENT REPORTS: Amy

- 13 claims reported year-to-date, consistent with last year
- Total cost approximately \$120,000 (higher than previous year)

Discussion focused on slip, trip, and fall prevention:

- Emphasis on awareness and attentiveness
- Importance of identifying hazards (uneven surfaces, spills, damaged flooring)
- Encouraging proper footwear
- Reinforcing reporting and documentation procedures

Supervisors are encouraged to have employees report all incidents and contact Company Nurse immediately, even for minor injuries.

IV. ALLEGED HAZARDS REPORTED TO MEMBERS: Andy

A severe weather event occurred on campus, possibly small tornado:

High winds flipped portable toilets and bleachers, soccer goal was displaced approximately 50 yards, and a tree branch fell. No injuries were reported. A claim has been submitted for damaged bleachers, and the area will be evaluated for safety.

V. INSPECTION REPORTS: Campus Safety

- Lighting surveys completed; upgrades and replacements planned
- Fire extinguishers for new buildings will be installed using existing stock

VI. SAFETY COMMUNICATION (notices, procedures, in-service training, etc.):

Due to upcoming construction, increased signage will be required:

- Directional signage
- Hazard warnings
- Restricted access areas

VII. ENFORCEMENT OF SAFE PRACTICES AND RULES:

Staff are reminded to submit work orders promptly for hazards (e.g., water spills) to ensure quick response and prevent incidents.

VIII. RECOMMENDATION FOR HAZARD CONTROL:

The Northern California Community College Self-Insurance Authority Facility Summit was held on April 16 in Mendocino with good participation. Next year's summit will be held on April 15, 2027, at Napa Valley College.

IX. OTHER

Motion to adjourn. Denise motioned. Craig seconded.

AB: rt Cc: Becky McCall, Vice President, Administrative Services